

COUNCIL ON HOUSING  
Public Session  
Buena Vista Conference Center  
New Castle, Delaware  
June 9, 2010

**Action Items**

- Mr. Ben Addi and Ms. Sokolowski to coordinate strategic planning meeting of the Policy Committee.
- The Communications Committee to send draft of Annual Report to all Council members by the end of June.
- Mr. Heckles is to draft a Resolution honoring the late Chris White.

**Motions**

- Approval of May 12, 2010 Minutes.
- Approval of Milford Housing Development Corporation request, Resolution No. 404.
- Approval of Cornerstone West-The Link request, Resolution No. 405.
- Approval of Sussex County Habitat for Humanity request, Resolution No. 406.

**August 2010 Agenda Items**

- DSHA Community Development presentation by Kim Brockenbrough.
- Annual election of officers.

John Walker, Chair, called to order the public session of the Council on Housing at 2:00 p.m. on June 9, 2010. In addition to Mr. Walker, the following Council members were present:

Pat Batchelor  
Russ Huxtable  
Hugh Leahy  
Connie Louder  
Donna Mitchell

Ralph Peters  
Ruth Sokolowski  
Vincent White  
Norma Zumsteg

Also attending:

Anas Ben Addi, Director, Delaware State Housing Authority (DSHA)  
Lynda Blythe, Administrative Specialist III, DSHA  
Cindy Deakyne, Housing Asset Manager, DSHA  
Jerry Jones, Housing Finance/Development Administrator  
Matthew Heckles, Legislative and Policy Advisor, DSHA  
Lisa McCloskey, Housing Mortgage Finance Officer II, DSHA  
Timothy McLaughlin, Deputy Director, DSHA

Guests present:

Paul Calistro, Cornerstone West  
Lorraine deMeurisse, Deutsche Bank Delaware and Delaware Housing Coalition (DHC)  
Beth Fitten, Sussex County Habitat for Humanity (SCHH)  
Kevin Gilmore, SCHH  
Debbie Hamilton, DHC Advocate  
David Moore, Milford Housing Development Corporation  
Syl Woolford, Newark Housing Authority member designee

### **APPROVAL OF MINUTES**

Mr. Huxtable moved that the Minutes of May 12, 2010 be approved as written. Ms. Batchelor seconded the motion and the Minutes were unanimously approved.

### **DSHA REPORT**

Mr. Ben Addi reported:

- The Governor's Foreclosure Summit will be held June 14 in Wilmington from 9:00 a.m. to 2:30 p.m. Council members who wish to attend are to contact either Mr. Ben Addi or Mr. Heckles. The purpose of the summit is to:
  - a. Phase I - assess the tools put into place by DSHA and other partners over the last 18 months.
  - b. Phase II – assess the data received regarding foreclosures.
  - c. Phase III – discuss what can be done differently.
- HUD just released a special nation-wide rental assistance program of 5,000 vouchers:
  - a. Awarded via a lottery on a competitive basis for public housing authorities.
  - b. Non-elderly disabled households currently on waiting lists – 4,000 vouchers.
  - c. Assistance for transition of people within state institutions – 1,000 vouchers.
  - d. DSHA and non-profits will apply individually.
- DSHA Strategic Planning schedule:
  - a. Senior Staff at Division levels to prepare individuals plans.
  - b. All plans will be reviewed at a Senior Staff retreat the first week of August.
  - c. Detailed information will then be discussed by staff with the Policy Committee.
  - d. A summarized draft plan to be presented to full Council in September/October.
  - e. Council agreed with this schedule. Mr. Ben Addi and Ms. Sokolowski will coordinate the time for the Policy Committee meeting.

### **HDF STATEMENT REVIEW**

Mr. Jones reviewed the statement (copy attached) noting:

- Item #127 (UCP-Garrett House) – the HUD funding was closed the week of May 31<sup>st</sup>.
- Items #128 and 129 (NCALL and Wilmington Housing Partnership) were approved by Council in May.

- Items #130, 131 and 132 ((Milford Housing, Cornerstone West and Sussex Habitat) were reviewed by the Loan Review committee June 2<sup>nd</sup> and will be presented at this meeting.

Mr. Jones advised staff is still working on the ranking of Tax Credit applications but results should be announced soon. Mr. Jones anticipates DSHA receiving \$8.5 million in new HDF funds in July, \$4.5 million of which will be earmarked for preservation of subsidized complexes.

## **COMMITTEE REPORTS**

### **LOAN REVIEW**

Ms. Zumsteg stated the Loan Review Committee met on June 2<sup>nd</sup> and it is their recommendation that the following requests be approved:

- Milford Housing Development Corporation request for \$162,500 to assist 11 families with gap financing.

Ms. Zumsteg moved that Resolution No. 404 be approved. Ms. Mitchell seconded the motion which was approved by seven yes votes and two abstentions.

- Cornerstone West-The Link request for \$245,000 for seven units.

Ms. Zumsteg moved that Resolution No. 405 be approved. Mr. Peters seconded the motion which was approved unanimously.

- Sussex County Habitat for Humanity-Georgetown Point for \$100,000 for four units.

Ms. Zumsteg moved that Resolution No. 405 be approved. Ms. Louder seconded the motion which was approved with 8 yes votes and one abstention.

### **OPERATIONS**

Ms. Louder presented the committee's report.

#### **Election of Officers for 2010-2012**

- Nominees are:
  - Ms. Zumsteg – Chair
  - Ms. Sokolowski – Vice Chair
- Annual elections will be held at the next meeting.

Mr. Walker moved, and Mr. Leahy seconded that the nominations be closed. Council unanimously approved the motion.

#### **Conflict of Interest Forms**

- Must be signed by all members at the first meeting of the new fiscal year.
- Forms will be sent to all members prior to the next meeting.

## HOUSING POLICY

Ms. Sokolowski reported on:

### Policy Positions for the Annual Report

- No comments were received to the policy positions presented at the May meeting.
- Adoption of the Annual Report will constitute adoption of the policy positions due to time constraints in preparing the report.
- Established positions are to be used as guidelines when reviewing legislative initiatives. The Council will proactively respond to legislative initiatives by submissions of letters to the appropriate parties or by testimony at hearings.

### Future Presentations

- A representative from the State Planning Office to discuss various state-wide planning activities.
- A representative (organization to be determined) to discuss extremely low income housing needs.

### Sussex County

- Strategies to address the need for affordable housing in Sussex County are being researched.

### Universal Design

- Mr. Heckles reported legislation was introduced in early June.
- Legislative committee discussion was delayed in order to receive advocates' positions.
- If not passed by June 30<sup>th</sup>, the legislation would have to be re-introduced in January 2011.
- Bill contains many design requirements already in force.
- Enforcement of the legislation, including granting waivers and inspecting, would be the responsibility of local jurisdictions that issue certificates of occupancies and permits for construction.
- Mr. McLaughlin stated Council could, as an independent body, express its concerns or comments to the Bill's sponsors, if Council so desired.
- Ms. Sokolowski stated no consensus has been reached by Council to adopt a position on the legislation at this time.
- Council does have a statement of support, in draft form only, for the concept of accessible housing per Ms. Sokolowski.

## COMMUNICATIONS

Regarding the Annual Report, Mr. Leahy stated:

- The final report will be published for the period ending June 30<sup>th</sup>, by early September.

- A draft will be sent to Council by the end of June for their comments.
- Report is to be concise:
  - A one-page executive summary.
  - Recommendations for housing policy will be highly visible.
  - Appendices will be used to incorporate other pertinent items by reference to reduce the size of the report.

The committee, Mr. Leahy reported, has had extensive discussion regarding the recommendations for changes in law, policy and funding as far as reporting on progress made on such recommendations. He mentioned such items as: what should be done, if anything, on reporting on prior recommendations; what is Council's preference – should old recommendations be ignored or incorporated; what about the current recommendations' measurability. He further commented: in light of recommendations previously made, what can be said about DSHA's actions or legislation that may have passed in reference to the various recommendations, are the regulations clear enough, measurable enough, objective and comprehensive? Mr. Leahy requested that Council give feedback on the annual report with these items in mind.

### **OTHER BUSINESS**

Mr. Heckles is preparing a draft Resolution honoring the late Chris White.

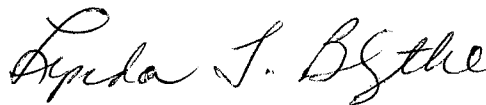
### **SCHEDULING OF NEXT MEETING**

The July 14<sup>th</sup> meeting at Liberty Court has been canceled. The next meeting will be held at 2:00 p.m. on August 11, 2010, in the Community Building at Huling Cove in Lewes, DE.

### **ADJOURNMENT**

Upon motion made by Mr. Walker, seconded by Ms. Zumsteg, and unanimously passed by the Council, the meeting was adjourned at 2:50 p.m.

Respectfully submitted,



Lynda T. Blythe

Note: Copies of materials referenced as "attached" in these Minutes are available upon request.